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**THE CITY COUNCIL OF THE CITY OF RIALTO DOES HEREBY ORDAIN AS
FOLLOWS:**

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1 **2.64.030 Term of Office.**

2 Appointed members, except for the initial members appointed in 1999, shall be appointed for
3 a term of four years. Terms expire on December 31st of the applicable years. An appointed member
4 shall continue in office for the term for which appointed and until a successor is appointed.

5 The terms of the initial appointed members of the commission shall be for two, three and four
6 years to allow for staggered terms. When appointing the initial members, the mayor shall designate five
7 appointed members to serve two years, five appointed members to serve three years and five appointed
8 members to serve the full term of four years. The initial alternate members shall serve a term of four
9 years each.

10 Notwithstanding the terms of any appointed member, appointed members serve at the pleasure
11 of the mayor and may be removed at any time, with or without cause, by the mayor, subject to
12 confirmation by the city council. In the event of any removal, or any other vacancy for any reason, a
13 successor shall be appointed in the same manner for the expiration of the term.

14 **2.64.040 Advisors.**

15 The mayor may appoint advisors to the commission, subject to confirmation by the city council.
16 Advisors shall be appointed to a term of four years. There is no minimum nor maximum number of
17 advisors that may be appointed and they serve at the pleasure of, and may be removed by, the mayor,
18 subject to confirmation by the city council. Advisors shall be required to participate on at least one
19 working committee of the commission.

20 **2.64.050 Coordinator.**

21 The city administrator shall designate one or more city employees to serve as a coordinator to
22 the commission. The commission shall, through such coordinator, have access to the administrative
23 services of the city.

24 **2.64.060 Officers and Rules.**

25 The commission shall elect a chairperson and a vice-chairperson from among the appointed
26 members. Such officers shall serve in such capacities for one year, and until a successor is so elected.

27 The commission shall adopt, by a 2/3 vote of the members present at a regular commission
28

1 meeting, a Commission Handbook that contains rules and bylaws governing the conduct of its business
2 and the conduct of members and advisors acting on behalf of the commission. Such handbook and the
3 rules contained therein shall be subject to city council approval prior to becoming effective. Provision
4 of the establishment and operation of working committees shall be included in the handbook.
5 Amendments to, and the removal and addition of, provisions included in the handbook shall require a
6 2/3 vote of the members present at a regular commission meeting and subsequent approval of the city
7 council.

8 **2.64.070 Meetings.**

9 The commission shall hold at least one regular meeting in each month. A quorum shall consist
10 of a majority of the members appointed at any given time. All meetings of the commission shall be held
11 in accordance with the Ralph M. Brown Act and shall be open to the public, except as provided by law.

12 Records of resolutions, proceedings and other actions of the commission shall be held in the
13 office of the city clerk and be available for public inspection.

14 **2.64.080 Functions**

15 A. To promote harmony among all people living, working, visiting or attending school in
16 the city by:

- 17 1. Designing and implementing, or supporting, multi-cultural events and other
18 programs in collaboration with other city departments and agencies to promote
19 harmony and combat illegal discrimination;
- 20 2. Identifying and building a directory of training and other types of programs
21 designed to promote harmony among diverse populations;
- 22 3. Distributing information on training and other types of programs designed to
23 promote harmony among diverse populations to city departments and agencies,
24 schools, private businesses operating within the city, and organizations serving
25 and representing the residents of the city;
- 26 4. Promoting accessibility to, and the use of, conflict resolution services by all
27 people living, working, visiting, or attending school in the city.

1 B. To promote an inclusive decision-making process in the city by identifying and
2 recommending outreach programs and methods for providing reasonable accommodation to
3 ensure all residents of the city have the opportunity to learn of, and provide input to,
4 deliberations on policy decisions and activities that may affect them or their neighborhood.

5 C. To inform and advise the mayor and city council about the state of community and
6 intergroup relations by:

- 7 1. Identifying and/or receiving any issues that are alleged to be adversely affecting
8 the ability of people to live and work together harmoniously in the city;
- 9 2. Conducting regular and special meetings in neighborhoods throughout the city
10 to solicit feedback on the state of intergroup relations, effective human relations
11 programs and issues that threaten to affect interpersonal and intergroup relations.
- 12 3. Providing a forum where issues may be presented that include, but are not limited
13 to, claims of discrimination or unfair treatment relating to the actions of any
14 person or public or private organization or agency within the city. It is expressly
15 recognized that the commission is neither a police-civilian review board, nor an
16 investigatory agency. The actions of the commission in response to claims of
17 discrimination or unfair treatment will be limited to efforts to review, conciliate,
18 mediate, and/or refer such matters to other programs and services.
- 19 4. Providing a report on the state of human relations in the city to the mayor and
20 city council annually. Special reports may also be prepared at the request of the
21 mayor or by decision of the commission.

22 D. To promote global understanding by launching initiatives to establish sister-city
23 relationships with communities in other nations.

24 **2.64.090 Nature of Body.**

25 The commission is an advisory body to the mayor and the city council. Accordingly, the
26 commission shall have no authority to compel the attendance of persons before it, or the production of
27 documents to it.

1 PASSED, APPROVED AND ADOPTED this 16th day of February, 1999.

2
3
4 Ray Farmer
RAY FARMER, MAYOR

5 ATTEST:

6 Barbara A. McGee
7 Barbara A. McGee, CITY CLERK
8

9 APPROVED AS TO FORM:

10 Robert A. Owen
11 ROBERT A. OWEN, CITY ATTORNEY
12

13 STATE OF CALIFORNIA)
14 COUNTY OF SAN BERNARDINO) ss
CITY OF RIALTO)
15

16 I, BARBARA A. McGEE, City Clerk of the City of Rialto, DO HEREBY CERTIFY that the
17 foregoing Ordinance No. 1287 was duly passed and adopted at a regular meeting of the
City Council of the City of Rialto held on the 16th day of February, 1999.

18 Upon motion of Council Member Zupanic-Skaggs, seconded by
19 Council Member Sampson, the foregoing Ordinance No. 1287 was duly
passed and adopted.

20 Vote on the Motion:

21 AYES: Mayor Farmer, Council Members: Zupanic-Skaggs, Sampson, Vargas & Scott
22 NOES: None
ABSTAIN: None

23 IN WITNESS WHEREOF, I have hereunto set my hand and the Official Seal of the City of
24 Rialto this 24th day of February, 1999.

25 Barbara A. McGee
26 BARBARA A. McGEE, CITY CLERK
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